

MINUTES OF A REGULAR MEETING

July 19, 2016

The meeting was called to order at 5:30 p.m. by Mayor Vaun D. Ryan.

A roll call was taken which showed council members Albert Foster, Dustin White, and Troy E. Rohrer present. Joe Burdick and Aaron Weight were excused. Mayor Ryan stated that the meeting was a regularly called meeting and that notice of the time, place and agenda of the meeting had been provided to the local news media, to each member of the governing body, and was posted on the city web page and the state public meetings web page.

Others present included City Manager Ryan Snow, City Recorder Carolyn Wilcken, Finance Director John Zilles, Hal Huff, Quincy Brokaw, Deegan Brokaw, Chasity McKinnon, Jennifer Chiara, Paul Chiara, Tony Grant, Troy Gadd, Mike Hansen, and Shannon Ellsworth present.

Opening prayer was given by John Zilles.

MINUTES

A motion was made by Councilman Albert Foster to approve the minutes of the regular meeting of July 5, 2016, after revision. Motion was seconded by Councilman Dustin White. Those voting Aye were Albert Foster, Dustin White, and Troy E. Rohrer. Motion was carried unanimously.

STRATEGIC PLANNING PROPOSALS

Dan Griffiths gave Council a presentation on strategic planning and what he could do for Roosevelt City. Mr. Griffiths presented three options at three different costs. Mike Hansen and Shannon Ellsworth of Rural Community Consultants also made a presentation on strategic planning.

DUCHESNE COUNTY SCHOOL DISTRICT – NEW UNION HIGH SCHOOL UTILITIES

City Manager Ryan Snow reported on attending a meeting with members of the school district that changes the parameters of the MOU Council was previously given to review. The school district's position at this point is to no longer plan on extending 600 South to their property line. It was decided that both entities need to come to an understanding before an MOU can be signed. Once that has been done, it can be ratified by both entities at their respective meeting times.

ORDINANCES LEGAL REVIEW

City Manager Ryan Snow reported that our city code has been reviewed by our codification company Code Publishing and given a list of items that need to be reviewed and reconciled which consists of 35 pages. Council reviewed the first six pages and made recommendations accordingly and will review the next pages at future Council meetings.

PURCHASE ORDERS

A motion was made by Councilman Troy Rohrer to approve the following purchase orders. Motion seconded by Councilman Dustin White. Those voting Aye were Albert Foster, Dustin White, and Troy E. Rohrer. Motion carried unanimously.

71000 Water Well Services	\$23,500.00
71226 Water Well Services	<u>14,300.00</u>
TOTAL	<u>\$37,800.00</u>

COUNCIL REPORTS

- A. Parks & Recreation – Albert Foster and Dustin White – Albert Foster stated how much work is done by the Parks crews to get things ready for all the summer events.
- B. Capital Projects – Joe Burdick and Aaron Weight
- C. Finance and Audit – Vaun Ryan and Troy E. Rohrer
- D. UBIC, Red Mud Run – Aaron Weight
- E. Beautification, Cleanup, Basin Arts Council – Dustin White – Dustin stated there is a Basin Arts Council meeting on July 28th.
- F. Economic Development, Planning and Zoning – Joe Burdick
- G. Chamber of Commerce, Emergency Management – Troy E. Rohrer – Troy Rohrer expressed appreciation to the Chamber of Commerce for all their help.
- H. UBAOG, Mosquito Abatement – Vaun Ryan
- I. Airport – Albert Foster

CITY MANAGER REPORT

Ryan Snow reported on work being done to complete the items on the punch lists for the 2015 Utility Improvement Project and also the Aquatics Center project. Ryan stated that we are waiting for the Ballard Sewer Agreement that is being prepared by the Ballard City attorney. Ryan reported that an ad has been placed in the newspaper advertising for Airport Board members and airport minimum standards still need to be finalized. A subcommittee has been requested by Johnson Water to work out an agreement with Roosevelt. We will be updating our website within the next few months. Strata is continuing work on installing fiber optics, after which we can get our new phone system. Our payroll accounting software allows us to do paperless time cards and we will begin utilizing this feature starting in August, which will streamline the payroll process. We are looking into having an independent company do a Job Description/Wage/Benefit analysis. This would help us update the job descriptions of each fulltime staff, as well as help us know where we compare with other entities. This will help us as we see staff retirement or other possible changes in staff in the future. It has been at least 15 years since a complete analysis has been done. Since it has been so long, it is advisable that we have an independent company to do the study. We would expect this project to begin in November.

A motion was made by Councilman Dustin White to adjourn the meeting. Motion seconded by Councilman Albert Foster. Those voting Aye were Albert Foster, Dustin White, and Troy E. Rohrer. Motion carried unanimously.

Meeting adjourned at 7:35 p.m.

Vaun D. Ryan, Mayor

ATTEST:

Carolyn Wilcken, Recorder